

FOR INSTRUCTIONS, SEE BACK OF FORM

CHECK ONE:

- ☐ This is an **initial*** Statement of Organization
- ☐ This is an **amended*** Statement of Organization

**An initial Statement of Organization must be filed within 10 days of the committee's accepting contributions, making expenditures, or incurring indebtedness exceeding \$750. Amendments must be filed within 30 days of a change. Penalties may be imposed for late-filed Statements of Organization.*

FORM DR-1 (REV. 07/2004)	STATEMENT OF ORGANIZATION
For Office Use Only	
Comm. #	_____
Indexed	_____
Audited	_____
Computer	_____

COMMITTEE NAME ↓ ↓

IMPORTANT: Indicate type of committee you are reporting for: ☐

(1)Statewide/Legislative/Judge Standing for Retention Candidate (2)Statewide PAC (3)State Party (4)County Central Committee
(5)County Candidate (6)City Candidate (7)School Board or Other Political Subdivision Candidate (8)County PAC (9)City PAC
(10)School Board or Other Political Subdivision PAC (11) Local Ballot Issue

COMMITTEE TREASURER (mandatory for all committees)

Name ↓ ↓

Mailing Address ↓ ↓

City, State ↓ ↓ Zip Code ↓ ↓

Phone () _____
e-Mail _____

COMMITTEE CHAIR (mandatory except for a candidate's committee)

Name ↓ ↓

Mailing Address ↓ ↓

City, State ↓ ↓ Zip Code ↓ ↓

Phone () _____
e-Mail _____

INDICATE PURPOSE OF COMMITTEE – Check One Box ☐ Advocate for/against candidate(s) ☐ Advocate for/against ballot issue(s)
Comment or description: _____

All Candidates Enter:

Office Sought: _____

District: _____

Political Party (if applicable) _____

Year Standing for Election: _____

County/Local Candidates and Local Ballot/Franchise Committees Enter:

Date of Election: _____

County: _____

Bank Account Name ↓ ↓

Name of Financial Institution/type of Account ↓ ↓

Mailing Address ↓ ↓

City ↓ ↓ State ↓ ↓ Zip ↓ ↓

Candidate name & Address or **Parent Entity** (PACs, if applicable),
↓ ↓ **Affiliate, or Sponsor**

Mailing Address ↓ ↓

City ↓ ↓ State ↓ ↓ Zip ↓ ↓

Phone () _____
e-Mail _____

STATEMENT OF AFFIRMATION: By filing this document the committee affirms the following:

1. The committee and all persons connected with the committee understand that they are subject to the laws in Iowa Code chapters 68A and 68B and the administrative rules in Chapter 351 of the Iowa Administrative Code.
2. That Iowa Code section 68A.402 and rule 351—4.9 require the filing of disclosure reports and that the failure to file these reports on or before the required due dates subjects the candidate or chairperson (in the case of committees other than a candidate's committee) to the automatic assessment of a civil penalty and the possible imposition of other criminal and civil sanctions.
3. That Iowa Code section 68A.405 and rules 351—4.38 through 4.43 require the placement of the words "paid for by" and the name of the committee on all political materials except for those items exempted by statute or rule. A committee filing this statement for purposes of using the shorter "paid for by" and who have not crossed the \$750 shall notify the Board that the \$750 threshold will not be crossed.
4. That Iowa Code section 68A.503 and rules 351—4.44 through 4.52 prohibit the receipt of corporate contributions by all committees except for statewide and local ballot issue PACs.
5. A candidate and a candidate's committee may only expend campaign funds as permitted by Iowa code sections 68A.301 through 68A.303 and rule 351—4.25.
6. That the committee will continue to file disclosure reports until all activity has ceased, committee funds spent, debts resolved, and a final report and a statement of dissolution (DR-3) has been filed.

Signature of Treasurer

Date Signed

Signature of Candidate, OR, for all other committees, Chairperson

Date Signed

Statement of Organization

Form DR-1
Revised 07/2004

When do I file?

An initial Statement of Organization must be filed within 10 days of the committee's accepting contributions, making expenditures, or incurring indebtedness exceeding \$750. Amended, or corrected, Statements of Organization must be filed within 30 days of any changes to this information. Penalties may be imposed for late-filed Statements of Organization. The statement may also be filed for purposes of using the shorter "paid for by" attribution if a letter is attached stating the \$750 will not be crossed.

Where do I file?

Iowa Ethics and Campaign Disclosure Board
510 E. 12th, Suite 1A
Des Moines, Iowa 50319
Fax: 515-281-3701
www.iowa.gov/ethics

Do not file amended Statements of Organization with each disclosure report - only when changes have occurred.

Candidates Note: New committees must contain candidate's last name within the committee name.

Is the committee required to name a treasurer, chairperson, and other officers? Can candidates serve as treasurer of their own committees?

The law requires that candidates name a treasurer who is an Iowa resident of majority age. It is allowable for a candidate to serve as treasurer. A PAC, however, may either maintain all of the committee's funds in an Iowa bank account OR have an Iowa resident serve as treasurer. The PAC must also name a separate chairperson.

Do I need a separate bank account?

Yes, this is required of all committees with only two exceptions. Candidates must maintain a separate account in an Iowa institution. It can be any type of account. If more than one, indicate "checking and savings", as appropriate. A PAC, however may either maintain all of the committee's funds in an Iowa bank account OR have an Iowa resident serve as treasurer.

Committees that are not required to open a separate account include a **candidate's committee** using only personal funds of the candidate, with no funds from outside sources including family members. The candidate should indicate in the space for financial institution "All campaign expenses paid from personal funds". The second exception is a group that is a permanent organization temporarily engaging in political activity to expressly advocate for the passage or defeat of a **ballot issue**, using only general funds of the parent organization. (Example: utility company using its funds to support utility franchise election.)

What is meant by "Parent Entity"?

PACs may have parent entities, affiliates, or sponsors, and when they do, the name and address of that entity is to be reported. For example, the parent entity of a local franchise committee would be the utility company.

I want to file a Statement of Organization prior to crossing the threshold. In fact, I don't expect to cross the threshold at all this election. However, I want to use the disclaimer "Paid for by" and a committee name rather than my full name and address. Do I need to file disclosure reports if I file the Statement of Organization, even though I have not crossed the threshold?

No. You may file a signed statement at the time of filing your DR-1, stating that you are not going to exceed the \$750 threshold. When your activity is over, if you have still not crossed the threshold, you should file a DR-3 Notice of Dissolution, which will officially close the committee.

SEE SUMMARY PAGE INSTRUCTIONS FOR REPORT DUE DATES